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## **AVOYELLES PARISH ASSESSOR**

### **Financial Report**

**Year Ended December 31, 2004**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, when appropriate, at the office of the parish clerk of court.

Release Date 7-13-05

## TABLE OF CONTENTS

	<u>Page</u>
Independent Auditors' Report	1-2
<b>BASIC FINANCIAL STATEMENTS</b>	
<b>GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)</b>	
Statement of net assets	5
Statement of activities	6
<b>FUND FINANCIAL STATEMENTS (FFS)</b>	
Comparative balance sheet - governmental fund	8
Reconciliation of the governmental fund balance sheet to the statement of net assets	9
Comparative statement of revenues, expenditures, and changes in fund balance- governmental fund	10
Reconciliation of the statement of revenues, expenditures, and changes in fund balance of governmental fund	11
Notes to basic financial statements	12-20
<b>REQUIRED SUPPLEMENTARY INFORMATION</b>	
Budgetary comparison schedule: General Fund	22
<b>OTHER SUPPLEMENTARY INFORMATION</b>	
Budgetary comparison schedule of: General Fund Expenditures	24
<b>COMPLIANCE AND INTERNAL CONTROL</b>	
Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with <u>Government Auditing Standards</u>	26-27
Summary schedule of current and prior year audit findings and corrective action plan	28

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## INDEPENDENT AUDITORS' REPORT

\* A Professional Accounting Corporation

Honorable Emeric Dupuy  
Avoyelles Parish Assessor  
Marksville, Louisiana

We have audited the accompanying financial statements of the governmental activities and the major fund of the Avoyelles Parish Assessor (Assessor), a component unit of the Avoyelles Parish Police Jury, as of and for the year ended December 31, 2004, which collectively comprise the Assessor's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Assessor. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Avoyelles Parish Assessor, as of December 31, 2004, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 2, the Assessor has implemented GASB Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments, as amended and interpreted, as of December 31, 2004.

In accordance with Government Auditing Standards, we have also issued a report dated April 18, 2005, on our consideration of the Assessor's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Governmental Auditing Standards, and should be read in conjunction with this report in considering the results of our audit.

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The required supplementary information on page 22 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. This information has been subjected to the auditing procedures applies in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The Avoyelles Parish Assessor has not presented management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of, the basic financial statements.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Assessor's basic financial statements. The accompanying financial information listed as "Other Supplementary Information" in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The financial information for the preceding year, which is included for comparative purposes, was taken from the financial report for that year in which we expressed an unqualified opinion on the financial statements of the Avoyelles Parish Assessor.

***Kolder, Champagne, Slaven & Company, LLC***  
Certified Public Accountants

Marksville, Louisiana  
April 18, 2005

## **BASIC FINANCIAL STATEMENTS**

**GOVERNMENT-WIDE  
FINANCIAL STATEMENTS (GWFS)**

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Statement of Net Assets  
December 31, 2004

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Current assets:	
Cash and interest-bearing deposits	\$ 203,310
Revenue receivable	<u>453,081</u>
Total current assets	656,391
Noncurrent assets:	
Capital assets, net	<u>166,981</u>
Total assets	<u><u>\$ 823,372</u></u>
<b>LIABILITIES</b>	
Current liabilities:	
Accounts payable	<u>4,706</u>
<b>NET ASSETS</b>	
Invested in capital assets, net of related debt	166,981
Unrestricted	<u>651,685</u>
Total net assets	<u><u>\$ 818,666</u></u>

The accompanying notes are an integral part of the basic financial statements.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Statement of Activities  
For the Year Ended December 31, 2004

	Activities	Expenses	Program Revenues Charges for Services	Net (Expense) Revenues and Changes in Net Assets	
				Governmental	Activities
Governmental activities:					
General government		<u>\$ 538,427</u>	<u>\$12,155</u>	<u>\$(526,272)</u>	
Total governmental activities		<u>\$ 538,427</u>	<u>\$12,155</u>	<u>(526,272)</u>	
General revenues:					
Property taxes				415,697	
State revenue sharing				95,872	
Interest earnings				<u>5,857</u>	
Total general revenues				<u>517,426</u>	
Change in net assets				(8,846)	
Net assets - December 31, 2003				<u>827,512</u>	
Net assets - December 31, 2004				<u>\$ 818,666</u>	

The accompanying notes are an integral part of the basic financial statements.



**FUND FINANCIAL STATEMENTS (FFS)**

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Comparative Balance Sheet - Governmental Fund  
December 31, 2004 and 2003

	General Fund	
	2004	2003
ASSETS		
Cash and interest-bearing deposits	\$203,310	\$312,104
Revenue receivable-		
Ad valorem taxes	389,690	329,406
State revenue sharing	<u>63,391</u>	<u>60,842</u>
Total assets	<u>\$656,391</u>	<u>\$702,352</u>
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts payable	\$ 4,706	\$ 2,770
Fund balance:		
Unreserved, undesignated	<u>651,685</u>	<u>699,582</u>
Total liabilities and fund balance	<u>\$656,391</u>	<u>\$702,352</u>

The accompanying notes are an integral part of the basic financial statements.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Reconciliation of the Governmental Fund Balance Sheet  
to the Statement of Net Assets  
December 31, 2004

Total fund balance for the governmental fund at December 31, 2004		\$ 651,685
Capital assets at December 31, 2004	\$ 311,458	
Less: Accumulated depreciation	<u>(144,477)</u>	<u>166,981</u>
Total net assets of governmental activities at December 31, 2004		<u>\$ 818,666</u>

The accompanying notes are an integral part of the basic financial statements.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Comparative Statement of Revenues, Expenditures, and Changes in Fund Balance  
Governmental Fund  
Years Ended December 31, 2004 and 2003

	General Fund	
	<u>2004</u>	<u>2003</u>
Revenues:		
Intergovernmental revenues -		
Ad valorem taxes	\$ 415,697	\$ 406,287
State revenue sharing	92,367	91,256
Tax roll fees	8,911	8,425
Informational services	3,244	1,456
Interest income	5,857	7,796
Other	<u>3,505</u>	<u>16,474</u>
Total revenues	<u>529,581</u>	<u>531,694</u>
Expenditures:		
Current -		
General government:		
Personnel services and related benefits	435,813	408,746
Operating services	72,007	34,844
Materials and supplies	18,827	17,596
Capital outlay	<u>50,831</u>	<u>47,652</u>
Total expenditures	<u>577,478</u>	<u>508,838</u>
Excess (deficiency) of revenues over expenditures	(47,897)	22,856
Fund balance, beginning	<u>699,582</u>	<u>676,726</u>
Fund balance, ending	<u>\$ 651,685</u>	<u>\$ 699,582</u>

The accompanying notes are an integral part of the basic financial statements.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and  
Changes in Fund Balance of Governmental Fund  
to the Statement of Activities  
For the Year Ended December 31, 2004

Total net change in fund balance for the year ended December 31, 2004 per Statement of Revenues, Expenditures, and Changes in Fund Balance			\$(47,897)
Add: Capital outlay which is considered as an expenditure on the Statement of Revenues, Expenditures, and Changes in Fund Balance		\$ 50,831	
Less: Depreciation expense for the year ended December 31, 2004		<u>(19,256)</u>	31,575
Add: Capital lease payable- Governmental funds report note repayments as expenditures. However, this expenditure does not appear in the statement of activities since the payment is applied against the note payable balance on the statement of net assets.			<u>7,476</u>
Total change in net assets for the year ended December 31, 2004 per Statement of Activities			<u>\$ (8,846)</u>

The accompanying notes are an integral part of the basic financial statements.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Notes to the Basic Financial Statements

(1) Summary of Significant Accounting Policies

The accompanying financial statements of the Avoyelles Parish Assessor (Assessor) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this note. For the fiscal year ended December 31, 2004, the Assessor implemented the new financial reporting requirements of GASB Statement No. 34, Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments. As a result, an entirely new financial presentation format has been implemented.

Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:513 and to the industry audit guide, Audits of State and Local Governments.

The following is a summary of certain significant accounting policies:

A. Financial Reporting Entity

As provided by Article VII, Section 24 of the Louisiana Constitution of 1974, the Assessor is elected by the voters of the parish and serves a term of four years. The Assessor assesses property, prepares tax rolls and submits the rolls to the Louisiana Tax Commission as prescribed by law.

This report includes all funds, which are controlled by the Assessor as an independently elected parish official. Control by or dependence on the Assessor was determined on the basis of general oversight responsibility. The Assessor is fiscally dependent on the Avoyelles Parish Police Jury since the Assessor’s office is located in the parish government building, the upkeep and maintenance of the parish government building is paid by the Avoyelles Parish Police Jury and certain operating expenditures of the Assessor’s office are paid by the Avoyelles Parish Police Jury.

As an independently elected official, the Assessor is solely responsible for the operations of his office, which includes the hiring or retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds.

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

The statement of net assets and statement of activities display information about the reporting government as a whole. They include the fund of the reporting entity, which is considered to be a governmental activity.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Notes to the Basic Financial Statements

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Assessor's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients for goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements (FFS)

The accounts of the Assessor are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The fund of the Assessor is classified as a governmental fund. The emphasis on fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The major fund of the Assessor is described below:

Governmental Fund -

General Fund

The General Fund, as provided by Louisiana Revised Statute 13:781, is the principal fund of the Assessor and is used to account for the operations of the Assessor's office. The various fees and charges due to the Assessor's office are accounted for in this fund. General operating expenditures are paid from this fund.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Notes to the Basic Financial Statements

C. Measurement Focus/Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide statement of net assets and the statement of activities, governmental activities are presented using the economic resources measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery) and financial position. All assets and liabilities (whether current or noncurrent) associated with its activities are reported. Government-wide fund equity is classified as net assets. In the fund financial statements, the “current financial resources” measurement focus is used. Only current financial assets and liabilities are generally included on its balance sheet. Their operating statement presents sources and uses of available spendable financial resources during a given period. This fund uses fund balance as its measure of available spendable financial resources at the end of the period.

Basis of Accounting

In the government-wide statement of net assets and statement of activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded as a liability when incurred or when the economic asset is used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Revenues are classified by source and expenditures are classified by function and character. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.



AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Notes to the Basic Financial Statements

When both restricted and unrestricted resources are available for use, it is the Assessor's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Assets, Liabilities and Equity

Cash and interest-bearing deposits

For purposes of the statement of net assets, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposits of the Assessor.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The Assessor maintains a threshold level of \$500 or more for capitalizing capital assets. The costs of normal maintenance and repairs that do not add to the value of the assets or materially extend assets' lives are not capitalized.

Depreciation of all exhaustible capital assets is recorded as an expense in the statement of activities, with accumulated depreciation reflected in the statement of net assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The estimated useful lives of the furniture, fixtures, and equipment is 3-10 years.

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Notes to the Basic Financial Statements

- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

E. Budgetary and Budgetary Accounting

The Assessor follows these procedures in establishing the budgetary data reflected in the financial statements:

1. A proposed budget is prepared and submitted to the Assessor for the fiscal year no later than fifteen days prior to the beginning of each fiscal year.
2. A summary of the proposed budget is published and the public is notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
3. A public hearing is held on the proposed budget at least ten days after publication of the call for a hearing.
4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is legally adopted prior to the commencement of the fiscal year for which the budget is being adopted.
5. All budgetary appropriations lapse at the end of each fiscal year.
6. The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts included in the accompanying financial statements are as originally adopted or as finally amended by the Assessor. Such amendments were not material in relation to the original appropriations.

F. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Notes to the Basic Financial Statements

(2) Changes in Accounting Principles

For the year ended December 31, 2004, the Assessor has implemented GASB Statement No. 34, Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments. GASB Statement No. 34 creates new basic financial statements for reporting on the Assessor’s financial activities. The financial statements now include government-wide financial statements prepared on the accrual basis of accounting, and fund financial statements which present information for individual major funds rather than by fund type which has been the mode of presentation in previously issued financial statements. The Assessor also implemented GASB Statement No. 37, Basic Financial Statements – And Management’s Discussion and Analysis – For State and Local Governments: Omnibus, No. 38, Certain Financial Statement Note Disclosures, and Interpretation No. 6, Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements.

The implementation of GASB Statement No. 34 caused the opening fund balance at December 31, 2003 to be restated in terms of “net assets” as follows:

Total fund balance - Governmental Fund - at December 31, 2003		\$ 699,582
Add: Cost of capital assets at December 31 2003	\$ 260,627	
Less: Accumulated depreciation at December 31, 2003	<u>(125,221)</u>	135,406
Less: Capital leases payable at December 31, 2003		<u>(7,476)</u>
Net assets at December 31, 2003		<u>\$ 827,512</u>

(3) Cash and Interest-Bearing Deposits

Under state law, the Assessor may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the union, or the laws of the United States. The Assessor may invest in United States bonds, treasury notes, or certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At December 31, 2004, the Assessor has cash and cash equivalents (book balances) totaling \$203,310 as follows:

	Governmental
	<u>Activities</u>
Demand deposits	<u>\$ 203,310</u>

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Notes to the Basic Financial Statements

These deposits are stated at cost, which approximates fair value. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The fair value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. The following is a summary of deposit balances (bank balances) at December 31, 2004, and the related federal insurance and pledged securities:

Bank balances	<u>\$ 203,310</u>
Secured by:	
Federal insurance	\$ 100,000
Pledged securities (Category 3)	<u>103,310</u>
Total federal insurance and pledged securities	<u>\$ 203,310</u>

Pledged securities in Category 3 include uninsured or unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Assessor's name. Even though the pledged securities are considered uncollateralized (Category 3) Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Assessor that the fiscal agent has failed to pay deposited funds upon demand.

(4) Capital Assets

Capital asset balances and activity for the year ended December 31, 2004 are as follows:

	01/01/04	Additions	Deletions	12/31/2004
Furniture, fixtures and equipment	\$ 237,199	\$ 50,831	-	\$ 288,030
Auto's and trucks	<u>23,428</u>	<u>-</u>	<u>-</u>	<u>23,428</u>
Totals	260,627	50,831	-	311,458
Less: Accumulated depreciation	<u>(125,221)</u>	<u>(19,256)</u>	<u>-</u>	<u>(144,477)</u>
Net capital assets	<u>\$ 135,406</u>	<u>\$ 31,575</u>	<u>\$ -</u>	<u>\$ 166,981</u>

Depreciation expense of \$19,256 was charged to the general government function.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Notes to the Basic Financial Statements

(5) Changes in Long-Term Debt

A summary of notes payable transactions for the year ended December 31, 2004 are as follows:

Notes payable, December 31, 2003	\$ 7,476
Debt issued	-
Principal payments	<u>(7,476)</u>
Notes payable, December 31, 2004	<u>\$ -</u>

The note payable (current and long-term portion) at December 31, 2004 was financed with the General Motors Acceptance Corporation. The amount of the recorded capital asset is \$23,428.

(6) Ad Valorem Taxes

Pursuant to Act 174 of 1990, Louisiana Revised State Statute 47:1925.2 created a special assessment district to provide ad valorem tax revenue to fund the Assessor's office.

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied in June and billed to the taxpayers by the Avoyelles Parish Sheriff in November. Billed taxes are due by December 31, becoming delinquent on January 1 of the following year. The taxes are based on assessed values determined by the Avoyelles Parish Assessor and are collected by the Sheriff.

For the year ended December 31, 2004, taxes were levied at the rate of 5.57 mills on property with assessed valuations totaling \$123,162,770.

Total taxes levied during 2004 were \$414,124 of which \$271,907 was excluded due to homestead exemption. Taxes receivable at December 31, 2004 were \$389,690.

(7) Pension Plan

Substantially all employees of the Avoyelles Parish Assessor's office are members of the Louisiana Assessors' Retirement System (System), a cost-sharing, multiple-employer, defined benefit pension plan administered by a separate board of trustees. The System provides retirement, disability and death benefits to plan members and their beneficiaries.

Plan members are required to contribute 8% percent of their annual covered salary to the system while the Assessor is required to contribute the statutory rate of 14.5% percent of the total annual covered salary. The Assessor's contributions to the system for the years ended December 31, 2004, 2003 and 2002 were \$48,398, \$44,421, and \$34,369, respectively, equal to the required contributions for each year.

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Notes to the Basic Financial Statements

A publicly available financial report that includes financial statements and required supplemental financial information may be obtained by writing to the Louisiana Assessor's Retirement Fund, P.O. Box 14699, Baton Rouge, LA 70898-4699.

(8) Deferred Compensation Plan

The Avoyelles Parish Assessor offers its employees participation in the State of Louisiana Public Employees Deferred Compensation Plan adopted by the Louisiana Deferred Compensation Commission and established in accordance with Internal Revenue Code Section 457. The plan is reported as an agency fund in the State of Louisiana's financial statements. The plan, available to all Assessor employees, permits the employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or proof of hardship.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the State of Louisiana (without being restricted to the provisions of benefits under the plan) subject only to the claims of the general creditors of the State of Louisiana. Participants' rights under the plan are equal to those of general creditors of the State of Louisiana in an amount equal to the fair market value of the deferred account for each participant.

It is the opinion of management, after consulting with legal counsel, that the Avoyelles Parish Assessor has no liability for losses under the plan.

(8) Other Post-employment Benefits

Continuing health care benefits are provided for those retired employees who have reached the normal retirement age while employed by the assessor. The benefits for retirees and similar benefits for active employees are provided through an insurance company with the monthly premiums being paid solely by the assessor. The assessor recognizes the cost as an expenditure when paid during the year. The amount expended for the year ended 2004 was \$467 for five employees. These expenditures are included in insurance expense.

(9) Expenditures of the Assessor Paid by the Avoyelles Parish Consolidated Government

The Avoyelles Parish Police Jury provided the office space and utilities for the Assessor's office for the year ended December 31, 2004. These expenditures are not reflected in the accompanying financial statements.

(10) Risk Management

The Assessor is exposed to risks of loss in the areas of auto and property liability and surety bonds. All of these risks are handled by purchasing commercial insurance coverage. There have been no significant reductions in the insurance coverage during the year.

**REQUIRED  
SUPPLEMENTARY INFORMATION**

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Budgetary Comparison Schedule  
General Fund  
Year Ended December 31, 2004  
With Comparative Actual Amounts for Year Ended December 31, 2003

	2004			Variance with Final Budget	2003
	Budget			Positive (Negative)	Actual
Revenues:	Original	Final	Actual		
Intergovernmental revenues -					
Ad valorem taxes	\$ 405,000	\$ 414,124	\$415,697	\$ 1,573	\$ 406,287
State revenue sharing	89,000	91,262	92,367	1,105	91,256
Tax roll fees	9,000	8,911	8,911	-	8,425
Information services	2,400	3,000	3,244	244	1,456
Interest income	9,000	5,250	5,857	607	7,796
Other	3,500	3,504	3,505	1	16,474
Total revenues	<u>517,900</u>	<u>526,051</u>	<u>529,581</u>	<u>3,530</u>	<u>531,694</u>
Expenditures:					
Current -					
Personnel services and and related benefits	416,875	438,026	435,813	2,213	408,746
Operating services	61,800	69,316	72,007	(2,691)	34,844
Materials and supplies	17,900	19,845	18,827	1,018	17,596
Capital outlay	5,000	51,261	50,831	430	47,652
Total expenditures	<u>501,575</u>	<u>578,448</u>	<u>577,478</u>	<u>970</u>	<u>508,838</u>
Excess (deficiency) of revenues over expenditures	16,325	(52,397)	(47,897)	4,500	22,856
Fund balance, beginning	<u>699,582</u>	<u>699,582</u>	<u>699,582</u>	<u>-</u>	<u>676,726</u>
Fund balance, ending	\$ 715,907	\$ 647,185	\$651,685	\$ 4,500	\$ 699,582



**OTHER SUPPLEMENTARY INFORMATION**

AVOYELLES PARISH ASSESSOR  
Marksville, Louisiana

Statement of Expenditures Compared to Budget (GAAP Basis) -  
General Fund  
Year Ended December 31, 2004  
With Comparative Actual Amounts for Year Ended December 31, 2003

	2004				
	Budget			Variance -	2003
	Original	Final	Actual	Favorable (Unfavorable)	Actual
Current:					
Personnel services and related benefits -					
Salaries:					
Assessor	\$ 80,250	\$ 87,740	\$ 87,740	\$ -	\$ 80,250
Deputy Assessors	185,000	194,357	193,403	954	180,899
Allowance	8,025	8,774	8,774	-	8,025
Other	15,000	20,008	19,458	550	17,608
Group insurance	80,000	76,572	76,179	393	75,481
Unemployment	2,100	1,960	1,860	100	2,062
Pension	46,500	48,615	48,399	216	44,421
Total personnel services and related benefits	416,875	438,026	435,813	2,213	408,746
Operating services -					
Professional fees	42,000	49,478	51,270	(1,792)	15,934
Insurance	4,400	3,882	4,082	(200)	4,386
Telephone	5,500	4,825	4,764	61	5,396
Travel and conference	2,400	2,563	3,677	(1,114)	1,508
Equipment and lease expense	7,500	8,568	8,214	354	7,620
Total operating services	61,800	69,316	72,007	(2,691)	34,844
Materials and supplies -					
Office supplies and expense	10,500	12,355	11,577	778	10,834
Postage and shipping	2,000	1,800	1,750	50	1,775
Automobile supplies and maintenance	2,200	2,380	2,315	65	2,127
Dues and subscriptions	3,200	3,200	3,077	123	2,860
Uniforms	-	110	108	2	-
Total materials and supplies	17,900	19,845	18,827	1,018	17,596
Capital outlay:					
Office equipment	5,000	51,261	50,831	430	47,652
Total expenditures	\$501,575	\$578,448	\$577,478	\$ 970	\$508,838

**COMPLIANCE  
AND  
INTERNAL CONTROL**

# KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLC

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## REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Emeric Dupuy  
Avoyelles Parish Assessor  
Marksville, Louisiana

We have audited the financial statements of the governmental activities and the major fund of the Avoyelles Parish Assessor, a component unit of the Avoyelles Parish Police Jury, as of and for the year ended December 31, 2004, which collectively comprise the Assessor's basic financial statements and have issued our report thereon dated April 18, 2005. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

### Compliance

As part of obtaining reasonable assurance about whether the Avoyelles Parish Assessor's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Avoyelles Parish Assessor's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted a certain matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Avoyelles Parish Assessor's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. The reportable condition is described in the accompanying summary schedule of current and prior year audit findings and corrective action plan as item 04-1 (IC).

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A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe the reportable condition described above is a material weakness.

This report is intended solely for the information and use of management of the Avoyelles Parish Assessor and is not intended to be and should not be used by anyone other than this specified party. Although the intended use of this report may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

***Kolder, Champagne, Slaven & Company, LLC***  
Certified Public Accountants

Marksville, Louisiana  
April 18, 2004

**AVOYELLES PARISH ASSESSOR**  
Marksville, Louisiana

**Summary Schedule of Current and Prior Year Audit Findings  
and Corrective Action Plan**  
Year Ended December 31, 2004

Ref. No.	Fiscal Year Finding Initially Occurred	Description of Finding	Corrective Action Taken	Corrective Action Planned	Name of Contact Person	Completion Date
<b>CURRENT YEAR (12/31/04) --</b>						
<u>Compliance:</u> There were no instances of noncompliance that were required to be reported.						
<u>Internal Control:</u>						
04-01 IC	2004	Due to the limited number of administrative personnel, the Assessor did not have adequate segregation of accounting functions.	N/A	We feel that adequate segregation of duties is not feasible.	N/A	N/A
<b>PRIOR YEAR (12/31/03) --</b>						
<u>Compliance:</u>						
2003-1(C)	2003	The Avoyelles Parish Assessor violated Article 7 of the Louisiana Constitution - misuse of public funds. The previous assessor paid for a building purchased by the Avoyelles Parish Police Jury in October 1999. The idle building was sold by the Avoyelles Parish Police Jury during 2003 and the proceeds from the sale were deposited into the bank account of the Assessor. The proceeds from the sale was less than the original acquisition cost paid by the previous assessor of \$16,000.	Yes			

Internal Control: We noted no matters that were considered to be material weaknesses.